

CITY OF SANTA BARBARA CIVIL SERVICE COMMISSION

MINUTES

REGULAR MEETING

Monday, July 11, 2011

4:15 p.m.

Room 15, Top Floor, City Hall
735 Anacapa Street, Santa Barbara, California

ORDER OF BUSINESS:

1. *Call to Order & Roll Call.* The meeting was called to order at 4:19 p.m. by Vice-Chair Donna Lewis. Present: Vice-Chair Donna Lewis and Commissioners Alan Kasehagen, Kathryn McKee, and Gabe Dominocielo. Staff member Barbara Barker and Assistant City Administrator Marcelo Lopez were also present. Absent: Chair Gabe Garcia.

2. *Opportunity for Public Comment.* None.

3. *Public Employee Discipline/Dismissal.*

Closed Session: *The Civil Service Commission will conduct a closed session, pursuant to Section 54957 of the Government Code, in order to consider the employee's appeal of the draft findings, from the Hearing of May 16, 17, and 21, 2011, and then finalize their decision regarding the discipline of the Library Department employee (Accounting Technician), and to take any further action, as appropriate.* Closed session commenced at 4:21 p.m.

Open Session: *Report by the Commission of their decision regarding the discipline of the Library Department employee (Accounting Technician).* The Commission came into Open Session at 5:00 p.m. The Commission reported that after considering the employee's appeal they had decided to uphold the termination of the Library Department employee. However, their draft findings would be revised to include, if the employee signed a release and settlement agreement, 6-months of back-pay. The employee's representative was present to hear the final decision of the Commission.

The Commission requested a different and quieter venue for future hearings. Assistant City Administrator, Marcelo Lopez, thanked the Commission for their time and dedication in serving on this hearing panel.

4. *Selection of the Chair and Vice-Chair for the coming year.* A motion was moved and seconded (McKee/Kasehagen) to have the current Chair, Gabe Garcia, and current Vice-Chair, Donna Lewis, continue in their respective roles. The motion was unanimously approved by voice vote.

5. *Approval of the Minutes from the meeting of Monday, May 9, 2011.* The approval of the minutes was moved and seconded (Kasehagen/McKee), and unanimously approved by voice vote.

6. *Topics for the next meeting, which is scheduled for Monday, September 12, 2011.* Human Resources to provide 1) a status report on performance management and 2) an overview of personnel-related documents housed in Human Resources and at the departments.

7. *Adjournment of Meeting.* The meeting adjourned at 5:12 p.m.

Materials related to an item on this agenda submitted to the Civil Service Commission after distribution of the agenda packet are available for public inspection in the Human Resources Office located at City Hall, 735 Anacapa Street, Santa Barbara during normal business hours.

In compliance with the Americans with Disability Act (ADA), if you need special assistance to participate in this meeting, please contact Barbara Barker at 564-5316. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.